

MINUTES OF MEETING January 26, 2017

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Karpinski at 1:30 p.m. in City Council Chambers, Municipal Hall, 212 Main Street, Northampton, MA.

Members present were Joyce Karpinski, Shirley LaRose and Thomas Sullivan. Michael Lyons and Susan Wright were absent. Also present was Retirement Administrator David Shipka and Administrative Assistant Elsie Vazquez.

Visitors

None

New Business

The de Burlo Group was present to report on the 4th quarter investments.

It was a difficult year for investments. The portfolio was down 2.61% in the fourth quarter and down 0.65% for the year.

Bonds returned 3.42% for the year, which exceeded the 3.05% for the Barclays Index. Stocks underperformed the S&P 500, down 3.44% for the year compared to +11.96% for the S&P 500.

In the fourth quarter the de Burlo Group increased the equity allocation from about 44% to about 60%, while reducing the fixed income allocation from about 46% to about 33%.

The de Burlo Group noted that exposure to the energy sector would have benefited the portfolio in 2016 and was seeking guidance from the Board on possible investments in natural gas delivery and energy support industries, as examples, while avoiding direct investments in oil drilling companies. The Board was in agreement that it would be prudent for the de Burlo Group to invest in these recommended areas that had the potential to benefit the portfolio. Although the Board has not adopted its own policy, with consideration to the fossil fuel divestment policy which has been adopted by City of Northampton, Ms. Karpinski directed the administrator to forward a copy of said policy to the de Burlo Group for reference.

While 2016 had been a rough year, it was noted that January was off to a strong start, with the portfolio up approximately three million dollars from December as of January 26th.

At the end of the presentation the de Burlo Group exited the room.

Regular Business

The Board accepted the following new members:

Mira Gates (DPW)
Ralph Holley (Forbes)
Charles Dunham (Human Resources)
Michelle Medina (School)
Carol Bray (Custodian)
Jonathan Aponte (Custodian)

The Board accepted the retirement applications for the following members:

Thomas Shea (Fire)

On a motion made by Ms. Sullivan and seconded by Ms. LaRose the Board voted unanimously to accept the aforementioned retirement applications.

The Board approved retirement calculations for the following retirees:

Barbara Nubile (DPW)
Nancy Roberts (Smith Voke)
Jody Kinner (Special Education)
Janet Moulding (Forbes)

On a motion made by Mr. Sullivan and seconded by Ms. LaRose the Board voted unanimously to approve the aforementioned retirement allowance.

The Board reviewed the following deceased members/retirees/survivors:

Patricia Bridgman (School)
Claudia Hodges (School)
Thomas Peterson (Custodian)
Robert Davis (Fire)

On a motion made by Mr. Sullivan and seconded by Ms. LaRose, the Board voted unanimously to approve the minutes of the regular meeting held on December 19, 2016.

The Board reviewed and approved the following warrants:

Board and staff payroll warrant totaling \$10,211.00
Pension payroll warrant totaling \$818,933.51
Accounts payable warrant totaling \$79,138.48

The Board reviewed the following reports:

Trial Balance for November 2016
PRIT statement for November 2016
PRIT statement for December 2016

Transaction journal from the de Burlo Group, Inc for November 2016

The Board reviewed the treasurer's report on the Florence Bank account for December:

Bank statement: \$323,358.36

Outstanding disbursements: \$183,862.83

Adjusted bank balance: \$139,495.53

Outstanding receipts: \$20,007.33

Trial Balance end of month balance: \$159,502.86

The Board reviewed the following wire transfers for the current month:

\$580,000 from State Street Bank To Florence Savings Bank

\$12,064.34 from PRIM to State Street (distribution)

The Board reviewed the following makeup/buyback requests:

None

The Board reviewed the following correspondence:

PRIM November Update

PRIM Reporting schedule to change from monthly to quarterly

PERAC #30 Annual review of medical testing fee

PERAC #1 Updated public records law

PERAC #2 Binding effect of PERAC's memoranda

PERAC #3 2017 Limits under Chapter 46 of Acts of 2002

PERAC #4 2017 Limits under Chapter 131 of Acts of 2010

PERAC #5 FY18 COLA Notice

PERAC #6 1st Quarter training memo

Old Business

None

Other Business

On a motion made by Mr. Sullivan and seconded by Ms. LaRose, the Board designated the administrator as the Public Records Officer for the Board.

The administrator noted it might be necessary to hold a special meeting to review the disability application for Robert Davis. All of the required medical certificates have not yet been received.

Adjournment

On a motion made by Mr. Sullivan and seconded by Ms. LaRose, the Board voted unanimously to adjourn the meeting at 2:47 p.m.

The next regular meeting is scheduled for Thursday, February 23, 2017 at 1:30 p.m. in Council Chambers.

Respectfully Submitted,

Retirement Administrator

THESE MINUTES WERE APPROVED ON 2/23/2017

APPROVED:

_____ **Joyce Karpinski, Chairperson**

_____ **Shirley LaRose**

_____ **ABSENT** _____ **Michael J Lyons**

_____ **Thomas Sullivan**

_____ **ABSENT** _____ **Susan Wright**